

FOREST LAKES

**ROADWAY AND DRAINAGE M.S.T.U.
ADVISORY COMMITTEE**
3299 East Tamiami Trail - Suite 103, Naples, FL 34112

MINUTES

JUNE 4, 2019

I. CALL TO ORDER

Vice Chair Bell called the meeting to order at 10:01 A.M.
A quorum was established.

II. ATTENDANCE

Advisory Committee	Marianne Fanning – Chair (Excused) Barbara Bell – Vice Chair Richard Barry George Fogg John Goody
Staff	Michelle Arnold – Director Dan Schumacher - Project Manager
Contractors	Aaron Gross - Ground Zero Landscaping Wendy Warren – Premier Staffing
Community Attendees	Doug Burnham – GM, Quail Run GC Rick Korb – President, Quail Run GC Robert Monico - Resident

III. APPROVAL OF AGENDA

Mr. Fogg moved to approve the Agenda for the Forest Lakes Roadway and Drainage M.S.T.U. as presented. Second by Mr. Barry. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – MAY 7, 2019

Mr. Fogg moved to approve the minutes of the May 7, 2019 Forest Lakes Advisory Committee subject to the following changes:

*Page 1, Item V A. Contractors Reports, bullet 2: from “... Four trees were planted on Forest Lakes Drive) ...,” to ... Four trees were planted on **Forest Lakes Boulevard**...).”*

*Page 1, Item V A. Contractors Reports, bullet 6: from “... Request Ground Zero Landscaping remove the stakes from trees on Forest Lakes Drive) ...,” to ... Request Ground Zero Landscaping remove the stakes from trees on **Forest Lakes Boulevard**...).”*

*Page 3, Item VII B. Project Managers Report, bullet 2 from “... Total revenue FY 18 is \$444,027.00) ...,” to ... Total revenue **FY19** is \$444,027.00...).”*

Second by Mr. Barry. Carried unanimously 4 - 0.

V. CONTRACTORS REPORTS

A. Ground Zero Landscape Maintenance – Aaron Gross

Mr. Gross reported on landscape maintenance as follows:

- Entry island Bougainvilleas were hand pruned.
- Dead Crown of Thorns on entrance island were removed.
- The invasive Potato Vine on the fence bordering Naples Bath and Tennis Club was sprayed with herbicide.

- Two irrigation zones were extended, and five irrigation heads added to the front island bull nose at Pine Ridge Road.

During Committee discussion the following was addressed:

- Big Rose Crown of Thorns will be planted in bare patch areas of front island.
- Fertilizer product and application will follow the County Ordinance mandate.

VI. PROJECT MANAGERS REPORT

A. Committee Member Re-Appointments – May 28th BCC Meeting.

On May 28, 2019, the Board of County Commissioners reappointed Ms. Bell and Mr. Goody to the Advisory Committee for a four-year term.

Mr. Schumacher will verify the By Laws accurately reflect Committee members and officers.

B. Budget Report

Mr. Schumacher presented the “*Forest Lakes MSTU Fund 159, June 4, 2019*” for FY19 noting:

- FY19 Ad Valorem property tax revenue budget is \$278,900.00, an increase of 6.18%.
- Total revenue FY19 is \$444,027.00 including investment interest, transfers and contributions (minus a 5% reserve of \$14,000).
- Operating Expense Budget is \$178,027.00 of which \$50,962.08 is committed; \$64,065.84 expended.
- Unencumbered Operating Expense funds available are \$62,999.08.
- The Capital Outlay budget balance of \$143,630.00, Line 35, will finance special projects including tree, fencing and light pole replacement/repair and roadway signage.
- Reserves of \$23,100.00, line 42, are adequate.
- Budget funds not expended in 2019 will “roll-over” to the FY-20 budget.
- Upon termination of the bond payments in 2022, capital maintenance projects such as drainage, sidewalks and street paving will be considered.
- Total available balance for FY-19 is \$231,049.84.

Millage Rate FY-20

Mr. Schumacher advised the Committee of their Millage Rate assessment options for FY-20 as follows:

- Lower the current millage rate of 4.0000 (2.6569 of which is allocated to debt service satisfied in 2022) to establish a Revenue Neutral Policy, maintaining the FY19 income level.
- Maintain the current millage rate, increasing revenue dollars proportionate to the increase in Ad Valorem Property Tax Value.

Mr. Fogg motioned to maintain the millage rate at 4.0000 for Fiscal Year 2020. Second by Mr. Barry. Carried unanimously 4 – 0.

C. Status Report

1. Fence Repairs.

Woodshire Lane

- Century Fence Company completed the six section fence re-build.

Mr. Schumacher will:

- Secure a quote to prune the large trees over hanging the fence from the Naples Bath and Tennis property.

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- Contact Naples Bath and Tennis property management to solicit an agreement to undertake and pay for the work.

The Committee agreed to leave the fence gate unlocked at this time.

2. Roadway Signage.

The list for street name and traffic sign replacement is complete. The 25-mph speed limit will be consistent throughout the community to comply with the standard limit potentially enforceable by the Sheriff's department.

The Committee discussed the following:

- Adoption of a 30-mph speed limit versus 25 mph.
- Removal of one sign on a curve recommending a speed of 15 mph.
- Placement of a mobile speed monitoring device during seasonal months.

Mr. Barry moved to change all speed limit signs in the Forest Lakes Community to 25 mph and remove and replace the 15-mph curve caution sign with a yellow curve sign. Second by Mr. Goody. The motion passed with 3 votes in favor and 1 against. Mr. Fogg opposed.

A Request for Quote (RFQ) for the sign replacement and installation will be advertised on BidSync, the County's internet-based quote solicitation system. Funds for the project were approved by the Committee on October 2, 2018.

Mr. Schumacher will submit the quote to the Committee at the July 2019 meeting. In the event the July meeting is cancelled, he will notify members by email and request individual responses of approval or disapproval.

D. Procurement

1. Hart's Electrical – PO increase requested for 2nd Light Pole.

The Purchase Order increase is effective and will be reflected in the July budget.

E. Light Pole Re-Numbering.

Light pole renumbering on the north side of Forest Lakes Boulevard to eliminate numeric duplication is approximately fifty (50) percent complete.

Mr. Schumacher will provide an updated map identifying street light number designations to Committee members.

F. Perimeter Tree Replacements.

Mr. Schumacher confirmed street tree replacement locations with Mr. Gross, of Ground Zero Landscaping. Seventeen (17) twenty-five (25) gallon trees at a cost of \$5,000.00 will be planted in irrigated areas. The tree planting in non-irrigated areas will be determined during the 2019 rainy season.

G. Summer Meeting Schedule.

The Committee agreed to meet as scheduled during the summer months.

VII. NEW BUSINESS

The Committee requested the Quail Run Club to repair or replace their sign on Woodshire Lane in the vicinity of the shopping center.

VIII. ON GOING BUSINESS**A. Stormwater Division Meeting**

Ms. Arnold and **Mr. Schumacher** met with Jerry Kurtz, Growth Management Division, Stormwater and Environmental planning, to review the “*Long Term Infrastructure Planning Committee (LTIPC) MSTU Cooperation Proposal*” prepared by the Quail Run Golf Club.

Mr. Kurtz suggested continued evaluation of the proposal and recommended review of existing Gordon River Canal maintenance by Collier County. Additionally, installation of one or two Staff Gauges to monitor variations in water levels due to rain events was recommended.

During Committee discussion the following was noted:

- Per Agnoli, Barber and Brundage, ABB, results of the Gordon River Watershed Study, are pending. Mr. Schumacher informed them of the Golf Club’s proposal.
- Southwest Florida Water Management District (SFWMD) approval is required for any plan that involves pumping water off the property.
- Traditionally, the County is amenable to projects which provide a regional benefit.
- Mr. Burnham distributed a Naples Daily News article dated May 19, 2019 regarding the Collier County Watershed Restoration Project and credits for storing water noting the Golf Club’s *LTIPC* proposal may conform to the County’s goals. **Ms. Arnold** will confer with *Greg McAlpin, Director, Collier County Coastal Zone Management, to obtain information about the program.*
- Mr. Korb expressed willingness to meet with people to review the proposal.

Mr. Schumacher will:

- Investigate utilization of gauges to assist in measuring water elevation levels in the weir and possibly Lake 5.
- Meet with Road Maintenance to determine the correct height for the weir and the maintenance requirements.
- Begin developing a proposal for consideration in 2022.

IX. PUBLIC COMMENTS

LED lamp conversion update:

Mr. Schumacher consults regularly with Hart’s Electrical regarding options for light pole lamp conversion to LED fixtures. Options are:

- Total fixture replacement at a cost of approximately \$350.00 per unit, a costly option.
- Retrofit with an LED bulb in the existing fixture base. *Currently a retrofit bulb compatible with the Forest Lakes lamp fixture is not available.*

When an LED bulb that is compatible with the existing Stromberg lamp head and bulb socket becomes available, pricing will be evaluated and a plan to convert all M.S.T.U. light poles to LED lamps will be implemented – including test bulb(s) to identify an acceptable light temperature (color) and brightness.

Mr. Schumacher noted fountain aerators on Lakes 9 and 14 consume the bulk of FPL power usage.

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:16 PM.

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NEXT MEETING:

**JULY 2, 2019 - 10:00 A.M.
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
1058 FOREST LAKES DRIVE, NAPLES, FL 34105
(239) 261-5497**

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

Marianne Fanning, Chair

The Minutes were approved by the Committee on _____, 2019, as presented _____, or as amended _____.